

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

April 8, 2003

The meeting of the Colusa County Children and Families Commission was called to order at 4:10 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California. Commissioners Delores Gomez, Nolan Gonzales and Barbara Hankins were present, constituting a quorum. Commissioner Scofield joined the meeting at 4:30 p.m. Commissioner Nancy Parriott did not attend the meeting.

Public attending the meeting: Jean Bourbeau, and Charlette Lauppe.

Items discussed in accordance with the publicly posted agenda were as follows:

1. Approval of Minutes: March 14, 2003 Minutes of Public Meeting

Minutes were reviewed. Commissioner Gonzales moved to approve the minutes as presented; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (3/0).

2. Review outstanding invoices and approve payment of expenses

A total of 8 invoices were presented for payment for a total of \$50,678.16.

Two invoices for payment to Lakeshore Learning Materials were included for purchase of School Readiness Kindergarten Transition Backpacks for kindergarten registration at Arbuckle Elementary, Grand Island Elementary, Williams Elementary and Colusa Burchfield Primary School. Invoice #2-395075 in the amount of \$2,091.38 and Invoice # 2-41-6597 in the amount of \$4,601.03.

Two invoices for payment to Pierce District for the School Readiness program at the Family Action Center were included to pay for the 1st and 2nd quarter. Invoice #0001 for a total of \$7,862.60 1st quarter billing and Invoice #0002 for a total of \$26,463.77 2nd quarter billing.

Ms. Lauppe presented a financial report packet and explained that Proposition 10 deposit received from First 5 California was considerably lower than anticipated. The deposit for January 2003 dropped to \$6,199.00 due to the annual backfill of Proposition 99 that the law requires. The monthly deposit from Proposition 10 averages about \$24,000.00. The Commission discussed future Proposition 10 decline and how that would impact Commission decisions for 2003-2004 grant funding.

Commissioner Hankins moved to accept the financial report as presented and to approve payment of expenses as shown on the invoices; motion seconded by Commissioner Gonzales. The motion was passed unanimously by voice vote (3/0).

3. Public comment and unscheduled matters

Jean Bourbeau, Child Abuse Prevention Council Executive Director, announced that April was celebrated as National Child Abuse Prevention month. The local CAPC created a bilingual calendar of daily events for the month of April and attached a blue ribbon stating that "Children are Special People." Calendars were distributed to all school and Head Start. The Family Action

Center distributed 500 calendars in support of the CAPC project and Child Abuse Prevention Month.

Commissioner Gomez announced that the Annual Family Fair hosted by Children's Services, Colusa County Office of Education and the Local Child Care Planning Council was scheduled for April 26th. This year the event has changed locations and will be held at Burchfield Primary School from 11:30 a.m. to 3:30 p.m. Commissioner Gonzales asked about the Omlet Brunch. Ms. Lauppe shared that the Omlet Breakfast is not being held this year as the event was moved from the Fair Grounds Festival Hall where a kitchen had been readily available in past years for the event. Commissioner Gonzales volunteered to ask the Colusa Community Tribal Council to support the cost of a jump house for the event. He will contact Caroline Roady to get details for set up.

Ms. Lauppe shared that the Arbuckle Parent's s Club had sponsored and coordinated a Spring Carnival at the school on April 5th. The event was well attended and gave parents and children an opportunity to participate in a fun event in support of the school and community. Commissioner Gomez said that she had attended with her family and that the event was well attended by families. She had heard from the families that they enjoyed the games and the opportunity to visit with other families. Ms. Lauppe said that the members of the Parent's Club are already making plans for a 2nd annual Spring Carnival for 2004.

4. Kindergarten Transition Backpack Registration Project

Ms. Lauppe reported that the project had been successfully completed at Pierce District and that 90 School Readiness Kindergarten Transition Backpacks had been distributed at Arbuckle Elementary and Grand Island Schools combined during kindergarten registration. Colusa Burchfield Primary was scheduled today, Wednesday and Thursday. Commissioner Hankins said that she was participating in the Colusa registration process and that the Backpacks had been received with excitement by the parents and children. She added that the school staff had commented on the quality of the backpacks and thanked the Commission for implementing the project countywide. Commissioner Gomez said that she had heard only good reports from the community on how well they appreciated the complimentary backpacks from the Commission and that they were planning to use them with their children before they entered kindergarten in the fall.

Ms. Lauppe said that she had contacted Maxwell and Princeton school districts and was making plans to have the district mail out an invitation to the parents of pre-registered kindergarten students in those districts inviting them to meet with a Commission representative at the school to receive the complimentary backpack. Instructions on how to use the items included in the Backpacks to prepare their child for school will include a brief orientation and parents may sign up for the voluntary mail survey for the project. Ms. Lauppe said that she had been in touch with Our Lady of Lourdes for the project, as well. When complete, the project will reach all children in Colusa County who have pre-registered to enter kindergarten in the fall.

Commissioner Scofield joined the meeting at 4:30 p.m.

Commissioner Scofield moved to approve of the purchase of Kindergarten Transition Backpacks for the kindergarten pre-registration project as outlined; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (4/0).

5. Children's Services Provider Retreat Gift Certificates

Ms. Lauppe presented a request from Children's Services to ask the Commission to provide assistance with funding the Annual Provider Retreat scheduled for the Spring 2003. She explained that the Commission provided \$1000.00 in gift certificates that were given as

incentives rewards to the providers who attended the retreat training last year. Commissioner Gomez explained that due to budget cuts the budget for the 2003 Retreat was greatly reduced and that the providers had held fund raiser all year on their own to help continue the popular and well attended event. \$2000.00 had been raised by the participating providers and any support that the Commission would like to give would be greatly appreciated. The theme this year is "Caring For the Caregiver." The purchase of infants & toddlers learning toys would be appropriate and well used by the attendees.

Commissioner Scofield moved to approve a \$500.00 order to Lakeshore Learning from the Commission and an additional \$500.00 in merchandise certificates if available from the mini grant project; motion seconded by Commissioner Gonzales. The motion was passed unanimously by voice vote (3/0). Commissioner Gomez abstained.

6. Commission Letter to Rob Reiner and California First 5 Commissioners

The Commission discussed a draft letter to California First 5 Commissioners expressing how much the Administrative Augmentation and Travel Augmentation funding had helped the Colusa Commission do the job of implementing Proposition 10 in Colusa County. The draft letter expressed gratitude for the special funding and detailed the impact the State Commission had made by supporting the special funding to rural counties.

Commissioner Gomez moved to approve the draft letter to Rob Reiner, Chair First 5 California, with minor changes and give Commissioner Scofield authority to sign for First 5 Colusa Commission; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (4/0)

7. First 5 California Statewide Conference (approve Commissioner expenses)

No action taken on this item.

8. Retention Incentive Matching Funds Report Approval

No action taken on this item.

9. School Readiness Coordinator

Continued to next meeting.

10. Annual Budget Review

Continued to next meeting.

11. Mini Grant Update

Continued to next meeting.

12. Report from Executive Director

Ms. Lauppe provided a written report.

13. Adjournment

The meeting was adjourned at 5:30 p.m.

The next meeting will be held on Tuesday, April 13, 2003 from 3:00 – 5:00 p.m.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.

Attachment A: April 8, 2003 Financial Report and Invoices

Attachment B: Letter to Rob Reiner, Chair First 5 California

Attachment C: Executive Director's April 8, 2003 Report